

POSTING DATE: August 30, 2006

CLOSING DATE: September 7, 2006

**VACANCY NOTICE
SKILLED MAINTAINER**

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

THE DEPARTMENT OF SOCIAL SERVICES' OPERATIONS UNIT IS PRESENTLY RECURITING TO FILL ONE (1) PART-TIME SKILLED MAINTAINER POSITION LOCATED AT ITS CENTRAL OFFICE IN HARTFORD (PCN # 85120).

POSITION: Skilled Maintainer

OPEN TO: The Public

BARGAINING UNIT: Maintenance and Service Unit (NP-2)

HOURS OF WORK: Monday Thru Friday (34 hours per week) Part-time

SALARY: \$17.78 - \$23.22 hourly (TC 14)

LOCATION: Operations Unit / Central Office
25 Sigourney Street
Hartford, CT 06106

Duties/Responsibilities: Responsible for the operation and maintenance of the Department of Social Services Medicaid Bus. The DSS Medicaid bus goes throughout the State of Connecticut to various sites to take applications for assistance as well as complete redeterminations for active clients. Staff is assigned regionally and participates when visits are made at locations in the region. The selected candidate will be responsible for the operation of the DSS Medicaid bus and will also ensure that it is properly maintained. The selected candidate will have to maintain a schedule of visits and ensure familiarity with the State of Connecticut and the various locations the agency will visit. The selected candidate must possess a Commercial Drivers License (CDL).

General Experience: Two (2) years' experience in one of the following areas:

1. One of the skilled trades
2. Landscape maintenance or vegetable gardening
3. Operation of motor trucks or large buses

The experience area should reflect the needs of the position.

Substitutions Allowed: Graduation from a vocational or technical school with a diploma designating completion of subject requirements in a maintenance trade area may be substituted for the General Experience.

Special Requirements: Incumbents in this class may be required by the appointing authority to possess appropriate current licenses or permits.

PLEASE NOTE: For this position candidates are required to possess a Commercial Drivers License (CDL).

APPLICATION PROCEDURE: To apply you must submit an original completed State of Connecticut Application for Examination or Employment (Form PLD-1) in order to be considered for an interview. The PLD-1 Application Form may be downloaded from the State of Connecticut's Department of Administrative Services Human Resources website at: www.das.state.ct.us/exam/default.asp#APPLICATION_FORMS. Please forward your completed original State of Connecticut Application (Form PLD-1) to:

Maria Taylor, Personnel Officer
Department of Social Services
Human Resources Division 12th Floor
25 Sigourney Street
Hartford, Connecticut 06106-0533
Fax: (860) 951-2979

APPLICATIONS MUST BE RECEIVED BY September 7, 2006 CLOSE OF BUSINESS

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER